



# STATE OF INDIANA

Mitchell E. Daniels, Jr., Governor

Andrew J. Miller, Commissioner  
Bureau of Motor Vehicles  
100 North Senate Avenue  
Indianapolis, Indiana 46204  
(317) 233-6000

The BMV has received numerous inquiries from school officials regarding how to register vehicles provided by dealerships for use during Driver's Education programs. In accordance with Indiana statute, a vehicle that is used on the roads must be titled prior to being registered. This communication will outline the three most common scenarios faced by Driver's Education programs and will detail the process to comply with Indiana statute and BMV policy for each.

## 1) The municipality (school, township, etc.) owns the vehicle.

- Registration type: Municipal Training Car (TC) plates (aka "Driver's Education Plates")
- Who titles: Municipality
- Who registers: Municipality
- Documents needed: See page 2 for the documents needed to title and register.

## 2) The dealership owns the vehicle and is leasing the vehicle to the Municipality.

- Registration Type: Municipal Training Car (TC) plates (aka "Driver's Education Plates")
- Who titles: Dealership
- Who registers: Municipality
- Documents needed: See page 2 for the documents needed to title and register AND a copy of the Lease Agreement (State Form 12787 is sufficient but not required)

## 3) The Dealership owns the vehicle and does not want to title the vehicle.

- Registration Type: Dealer Designee plates
- Who titles: N/A
- Who registers: Dealership
- Documents needed: State Form 47464 and payment

- *Please note* that dealerships' vehicles that are registered utilizing Dealer Designee plates are subject to the normal registration fees. In addition, the vehicles are subject to excise tax and sur-tax (if applicable) for the time period in which the vehicles are registered (minimum two months).

For consistency, all Municipal titles and registrations and Dealer Designee registrations are processed by the Special Plates and Registrations Department of the BMV located at 100 North Senate Avenue, Indianapolis, IN 46204. *These transactions cannot be processed at any other license branch location.* Please contact the Special Plates and Registrations Department with further questions at (317) 233-3148.

**Documents needed to Title:**

- Certificate of Origin, Bill of Sale, or Statement of Manufacture
- Certificate of Gross Retail or Use Tax Exemption - ST 108E
- Odometer Statement
- Application for Certificate of Title - State Form 44049
- Contact information
- Check or money order in the amount of \$15 (per vehicle)
- If out-of-state title, a Police Affidavit is required

**Documents needed to Register:**

- Affidavit of Eligibility for Municipally-Owned License Plates - State Form 53565
- Copy of title or Application for Certificate of Title - State Form 44049
- Insurance information
- Contact information